TACTICAL ACTION GUIDELINES

1. NUMBER: 9.1.3

2. SUBJECT: ***Emergency Vehicle Incident Prevention***

3. POLICY: Grant County Fire District 3 shall provide Emergency Vehicle Incident Prevention guidelines for all Grant County Fire District 3 drivers.

4. SCOPE: This Policy and Procedure is applicable to all personnel of Grant County Fire District 3 that drive or operate District owned equipment and vehicles.

5. RESPONSIBILITIES:

   A. It shall be the responsibility of the District Fire Chief to enforce this Policy and Procedure.
      1. The District Fire Chief shall be responsible for the issuance of any disciplinary action. The District Fire Chief shall be guided in his action by the recommendation of the Board of Commissioners.

   B. The Operations Officer shall be responsible for:
      1. Keeping records of all qualified drivers.
      2. Providing the Washington Fire Chiefs state approved drivers training course at least one time per calendar year.
      3. The re-evaluation of drivers annually as outlined by the current accepted state training policy.
      4. The make-up and operation of the Safety Committee for the Emergency Vehicle Incident Prevention guidelines.
      5. The safety committee shall be comprised of equal representation of career and volunteer personnel.

   C. The safety committee shall be responsible for:
      1. Establishing the accident prevention program for all employees and personnel.
      2. Establishing and conducting an accident review board.
      3. Safety committee meetings as specified in WAC 296.305.01505.
      4. Posting the minutes of all safety committee meetings at all stations.
      5. Distribute safety posters and other printed safety material.
      6. Observing and reporting unsafe practices at drills, emergencies and in the workplace.
      7. Recommending to the District Fire Chief changes in procedure or equipment that would enhance the safety program.

D. The driver's responsibility is to follow the Emergency Vehicle Accident Prevention guidelines and District Policies and Procedures.

6. PROCEDURE:

A. Grant County Fire District 3 has a legal as well as moral obligation to ensure that any driver of district vehicles are well trained, in good physical condition, have a proper safe driving attitude and are capable of handling the apparatus with a high degree of skill. These factors show that not everyone will be qualified as a fire apparatus operator. Many people who do not qualify as a driver excel in other duties and should not feel discouraged because they are not a District driver.

B. All drivers are required to satisfactorily complete the following:
   1. Washington Fire Chiefs state approved drivers training course.
   2. Driver re-evaluation every two years, to include each type of apparatus qualified to drive.
   3. Individual vehicle training as required.

C. Grant County Fire District 3 drivers shall be free of:
   1. A history of heart attacks, strokes, fainting, seizures or any sudden onset of sickness or disease.
   2. The influence of alcohol.
   3. The influence of drugs either prescription or non-prescribed.

D. Apparatus Condition in the Station:
   1. Seat belts: Seat belts shall be returned to a position that will enable the next user to buckle up with the least motion.
   2. Switches shall be left in the sequence pre-planned for that vehicle.
   3. Main battery switches shall be in the off position when vehicle is parked in the station.
   4. Manual transmissions in diesel powered vehicles shall be left in neutral.
   5. Manual transmissions in gasoline powered vehicles shall be left in the appropriate forward gear.
   6. Automatic transmissions shall be left in park.

E. Pre-Planned Routes:
   1. Emergency response routes shall be pre-selected prior to vehicles responding.
   2. Factors to be considered.
      a. location and arrangement of facilities
      b. events effecting traffic flow
      c. characteristics of local roads & streets
      d. road conditions

F. Seat Belts and Brakes:
   1. Seat belts, where installed, shall be worn at all times that the vehicle is in motion.
   2. When first starting out, the Operator shall proceed to the ramp and apply the foot brake to assure that it is working properly.

G. Use of Emergency Signaling Equipment: Red lights and headlights shall be operated when responding to any report of emergency. Headlights should be on whenever the vehicle is traveling while not responding to an emergency. Sirens shall be used at all times when necessary to warn pedestrians and other drivers of the approach thereof.

H. Response Speed:
   1. When responding to emergencies authorized vehicles may proceed in excess of the posted speed limit, however, to assure a safe response to all emergencies, vehicles shall be operated with judgment rather than speed. All vehicles responding shall use caution and shall keep safety first.
   2. Driving conditions such as road, weather, lights, and traffic conditions may dictate further reductions in speed. When not responding to alarms, vehicles shall obey all traffic laws.
   3. Speed at intersections:
      a. Non-controlled- Extreme caution shall be used as the right of way shall not automatically be assumed. Speed shall be dictated by conditions and the emergency vehicle shall be under control at all times. The driver shall proceed at such speed that the vehicle may be stopped at any point in the intersection short of a collision.
      b. Controlled- When entering an intersection which is controlled by a traffic signal or stop light and the signal is against the responding unit, that unit shall stop and accelerate only after control of the intersection is assured. An amber signal light shall be considered the same as a red signal.

I. Backing the Emergency Vehicle: When backing an apparatus in all situations a minimum of one qualified person shall be stationed at the rear of the vehicle in a position to communicate with the driver and act as guide. The guide shall be positioned at the left or right rear of the vehicle as conditions dictate. If communications between the driver and the guide are lost the driver shall bring the apparatus to an immediate halt. The apparatus shall remain stopped until communications between the driver and the guide is restored. If it is impossible to obtain a guide and it is absolutely necessary to back the apparatus up, the driver shall get out of the apparatus and check the entire area around the vehicle prior to backing. Backing shall be done slowly. Drivers and guides shall use standard signals as indicated in W.A.C. 296-305-07007 for nonverbal communication.

J. Parking at Emergency Scenes:
   1. All apparatus at emergencies shall be parked in such a manner to permit free a flow of traffic, including fire district traffic, as much as possible (consistent with the emergency).
   2. When apparatus is at an incident and not legally parked, red emergency lights shall remain in operation. Cones and flares shall be set as the situation warrants.

K. Returning from Emergencies: All traffic laws shall be observed.

L. Authorized Riders: No person other than a representative of Grant County Fire District 3 shall be permitted to ride on fire apparatus, except when authorized by the District Fire Chief or his designee.

M. Accident Reporting:
   1. It is the responsibility of each individual to immediately report any and all accidents to their supervisor or company officer.
   2. It is the responsibility of the driver of a district vehicle involved in an accident to complete all required report forms immediately following the accident.
   3. Accidents shall be reported and handled in accordance with District Policies and Procedures pertaining to Accident Reporting.

N. Disciplinary Action: Grant County Fire District 3 disciplinary procedures shall be applied whenever a driver has violated these published standards.